**Los Medanos College**

**Program Review Assessment Rubric**

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| **Program review****section** | **Institutional Expectations** |
| **Does not meet** | **Meets** | **Exceeds** |
| **General** | * No mission statement

included or statementdoes not describe program* Description is missing or incomplete
* Permanent program members are missing
 | * Mission Statement

accurately describes the program in question* Description is complete
* Program members are listed (all permanent)
 | * Mission Statement is well written and is linked to the college mission statement
* Description is complete
* All program members (including part time members) are listed
* URL is up to date
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| **2009/2010** | * Status updates are in some cases missing
* Reasons for progress are either missing or not described clearly
* Program improvements corresponding to completed objectives are omitted
 | * Each objective’s status is updated with reasons for progress given
* Program improvements (if applicable) are listed
 | * Each objective’s status is updated with valid reasons for progress
* Program improvements (if applicable) are supported by evidence and connect to student learning and success or support of college services
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| **2010/2011** | * Status updates are in some cases missing
* Reasons for progress are either missing not described clearly
* Program improvements corresponding to completed objectives are omitted
 | * Each objective’s status is updated with reasons for progress given
* Program improvements (if applicable) are listed
 | * Each objective’s status is updated with valid reasons for progress
* Program improvements (if applicable) are supported by evidence and connect to student learning and success or support of college services
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| **2011/2012****Objectives** | * Objectives are either missing, unclear, unattainable, or impossible to measure
* There are clear areas of program need that are not being addressed by any objectives
* The timeline is missing or unreasonable
* There are far too few objectives for the needs and size of the unit/program
 | * Objectives are measurable and address the needs of the unit/ program
* The timeline for completion is given
* The number of objectives is reasonable according to the needs and size of the unit/program
 | * Objectives are clear, specific, attainable, benchmarked (if applicable) and measurable
* The timeline for completion is reasonable
* The number of objectives is appropriate to the needs and size of the unit/program
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| **2011/2012****Rationale** | * Rationale is either missing, or unclear
* Objectives do not directly tie to the mission of the program/unit and of the college
* There is an insufficient amount of analysis of program/unit needs and rationale is not evidence based
 | * Objectives are tied to the mission of the program/unit and of the college
* Analysis of program/ unit needs is clearly communicated
* Desired program improvements are identified
 | * Objectives are clearly related to the mission of the program/unit and of the college
* Rationale is based upon cited evidence and analysis of program/unit needs
* Desired program improvements are clearly identified
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| **2011/2012****Activities** | * Activities are either missing or do not directly support the corresponding objective
* Timeframe for completion is not well defined or unreasonable
* Resources needed are either not clearly described or do not directly support the completion of the objective
 | * Activities listed relate to the corresponding objective
* A timeframe for completion of activities is given
* Resources needed for the activities are described
 | * Activities listed directly relate to the corresponding objective
* The timeframe given for the completion of the activities is appropriate
* The members of the unit/program are comprehensively represented in their involvement
* Resources needed for the activities are clearly identified
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